

MEETING MINUTES

Finance Committee

January 13, 2010

CALL TO ORDER

Time – 7:10 P.M.

Members in attendance: Chairman Joanne F. Marden, Mary O'Donoghue, S. Jon Stumpf, Cindy Milne, Richard T. Howe, Mark Merritt, Paul Fortier, Stephen Stapinski and Peggy Kruse.

MEETING MINUTES

The minutes of December 2, 2009 were moved and seconded for approval. The motion passed unanimously with corrections 8-0.

COMMUNICATIONS

Mr. Howe gave an update on the Town Yard Task Force. Focus is on what the overlay district zoning will include. Current market favors retail and office rather than housing. However, 40B down below 10%. Receiving bids for proposed site. Goal is to get the overlay district zoning approved by spring.

Mr. Merritt updated committee members on an Audit Committee meeting where he met with the auditors. There was a discussion regarding the requirement that the town must hire an actuary to do a study outlining a funding schedule for Other Post Employment Benefits. OPEB was noted to include health care for retirees. Pay as You Go vs. setting money aside was discussed. Details of its implementation are yet to be determined with respect to whether it will be done in-house. Mr. Torrisi offered to invite Powers and Sullivan and the Town Accountant to speak to committee members.

Chairman Marden reported that the Town should have a better idea of budget numbers after the release of the Governor's budget on January 27th.

BUDGET MODEL

There was lengthy discussion on proposed changes to the Budget Model. Issues discussed included Circuit Breaker cost estimations, Out of District SPED costs, and personnel costs. The consensus of the Committee was that they approved of the Budget Model as presented by the Town Manager and that subsequent to its release in February, they would continue to review it.

Mary O' Donoghue joined the meeting at 8:20 P.M.

BUDGET REVIEW PROCESS AND MEETING SCHEDULE

Committee members discussed ways to make the budget review process more efficient. Some suggestions included attending focused workshops instead of listening to departmental presentations. Also, how best to highlight incremental costs within union contracts to residents at Town Meeting. A draft copy of the FY2011 Board of Selectmen and Finance Committee Budget Meeting Schedule was distributed. Discussion followed concerning the length of meetings. It was noted that the current presentation format was requested by the Board of Selectmen three years prior. Committee members approved of the current format but with strict timelines.

NEXT MEETING

See attached meeting schedule.

ADJOURNMENT – 9:55 P.M.

Respectfully Submitted,
Carolyn Lynch
Recording Secretary

**FY2011 BOARD OF SELECTMEN & FINANCE COMMITTEE
BUDGET MEETING SCHEDULE**
(Draft – 1/13/10)

February

Mon. 8th Joint Meeting – Town Manager to Present Recommended FY2011 Budget

Wed. 10th Joint Meeting – Library; Police; Fire-Rescue (and capital projects)

Wed. 17th Joint Meeting – Public Works (and capital projects)

Mon. 22nd Board of Selectmen’s Meeting – Warrant Article Review

Wed. 24th Joint Meeting – Plant & Facilities (and capital projects)

March

Mon. 1st Board of Selectmen’s Meeting – Sign Town Meeting Warrant

Wed. 3rd Joint Meeting – Youth, Elder, and Comm. Services; CD&P

Wed. 10th Tri-Board Meeting – School Budget Overview – School Committee Room

Mon. 15th Board of Selectmen’s Meeting – Street Acceptances & Warrant Articles

Wed. 17th Joint Meeting – General Government; Fixed Costs; School SPED

Mon. 22nd Board of Selectmen’s Meeting – Warrant Articles & CIP

Tues. 23rd Town Election

Wed. 24th Tri-Board Meeting – School Budget Follow-up

Thurs. 25th Budget Forum – League of Women Voters – Memorial Hall Library

Mon. 29th Board of Selectmen’s Meeting – Budget, CIP & Article Votes

Wed. 31st Finance Committee Meeting – Budget, CIP & Article Votes

April

Fri. 2nd Finance Committee Report to the Printer

*All meetings will be held at 7:00 p.m. in the Town Offices,
unless otherwise noted.*